

CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)

Executive Planning Committee Meeting

Tuesday, May 18, 2004

Stephen P. Clark Center

111 NW 1st Street

1:00 p.m.

Summary of Minutes

Members Present:

Hon. John Cosgrove

Henry Lee Givens

Theodore Wilde

LtCol Antonio Colmenares

Hon. Luis Morse

County Attorney:

Bruce Libhaber

Others Present:

Hilda Fernandez, Executive Director, OCITT

John Labriola, OCITT

Marlene Amaro, OCITT

Nate Nathanson, MDT

Patty David, OCITT

Joel Perez, MDT

Virginia Diaz, OCITT

Pepe Vales, OCITT

ROLL CALL

Mr. John Cosgrove, Chairman of the Executive Planning Committee called the meeting to order at 1:05 p.m.

APPROVAL OF MINUTES – MARCH 22 & APRIL 15, 2004

Mr. Henry Lee Givens moved to approve the minutes. The motion was seconded by Mr. Luis Morse and carried without dissent.

COMMITTEE REPORTS:

Chairman's Report – Hon. John F. Cosgrove

Mr. Cosgrove reported that he was invited to speak at the Greater Miami Chamber of Commerce Board Governors meeting regarding Commissioner Moss' Proposed Ordinance Amendment. In addition, Mr. Cosgrove stated that he spoke to the Brickell Area Homeowners' Association, and was invited to speak to the Dade League of Cities and Chamber South. Lastly, he announced that Commissioner Joe Martinez has appointed Ms. Maureen O'Donnell, who will be sworn in at the next CITT Meeting May 26, 2004.

Executive Director's Report – Hilda Fernandez

Ms. Fernandez reported on the following topics:

- Municipal Workshop scheduled for Friday, May 24, 2004 at the Town of Medley Commission Chambers
- OCITT office space reconfiguration is awaiting City of Miami electrical permits.
- Awaiting final approval of OCITT Table of Organization and staffing job descriptions for the current OCITT staff.

- Commissioner Seijas deferred the DERM item from the BCC agenda for the next BCC meeting scheduled May 25. In addition, the commissioner requested verbatim transcripts of the committee meeting tapes that discussed the DERM item.

Budget & Finance Committee – Theodore Wilde

Mr. Wilde stated that a lot of work needs to be done before the CITT can approve the FY 2004 Budget for Miami Dade Transit, which has not been submitted to the committee. He stated that Dr. Carlos Bonzon is reviewing MDT's reimbursement request. Mr. Wilde asked which committee would be responsible for the municipal audits. Mr. Cosgrove replied that External Affairs has been working with the municipalities and should also be responsible for the audits unless the Chairman of the Committee has an issue that he would like the Budget & Finance committee to address.

Project Review Committee - LtCol Antonio Colmenares

Lt Col Colmenares reported that the PRC met on May 12 at the South Miami Hospital Education Center at 6 pm and all the action items were approved. In addition, he mentioned that a group of residents attended the meeting to discuss their concerns regarding the 82nd Avenue project. Lt Col Colmenares announced that he would be conducting a project site visit at North Miami Beach and North Miami and invited the members to attend. Mr. Givens suggested that the members representing those areas should also be notified.

Mr. Cosgrove suggested that each member should receive a copy of all the committee agendas without the attachments.

External Affairs Committee – Hon. Luis Morse

Mr. Morse reported that staff was assigned the following:

- Provide a copy of all municipal projects for the municipalities corresponding to their district.
- Clarification from the County attorney on whether the SFRTA can use PTP funds for its project, considering it is not a transit project.

Compliance & Oversight Committee – Henry Lee Givens

Mr. Givens reported that the action items scheduled to be considered at the committee on May 12 were deferred pending information requested by OCITT staff to Miami Dade Transit. The items for consideration are: South Miami Pedestrian Overpass and the Property Appraisals. Ms. Fernandez added that the Department of Business Development (DBD) has submitted the information requested for the South Miami Pedestrian Overpass and the information has been distributed. However, the DBD information is still pending on the Property Appraisal item. Mr. Cosgrove asked that MDT staff meet with Mr. Givens to review the item. If Mr. Givens is not satisfied or has not received the information requested from staff, then a Compliance & Oversight Committee meeting should be scheduled prior to the CITT meeting May 26 or the item will not be considered at the CITT meeting.

Mr. Morse moved to remove the Property Appraisal item from the CITT May 26 Agenda unless Mr. Givens gives staff his approval to place the item on the agenda. The motion was seconded by Mr. Givens and carried without dissent.

OLD BUSINESS

PTP Amendment Ordinance

Mr. Cosgrove mentioned that the PTP Amendment to the Ordinance is scheduled to be discussed at the BCC Transportation Committee meeting May 20. He stated that he will be speaking on behalf of the Trust and encouraged the members to attend. In addition, he asked staff to notify all the CITT members of the meeting.

Status Report – RFP Financial Advisor

Ms. Fernandez reported that OCITT was asked to revisit the “scope of work” to include goals and measures to the RFP. The DBE Review Committee met and established the following measures: 5 percent Hispanic Business Enterprise, 5 percent Black Business Enterprise, and 15 percent Women Business Enterprise. The item has also been placed on the TC agenda for consideration and is expected to be approved. Ms. Fernandez also stated a copy of the “scope of work” was distributed at the Budget & Finance Committee meeting May 13.

NEW BUSINESS

CITT Agenda – May 26, 2004

The CITT Agenda was adopted pending Mr. Givens’ approval on agenda item 8A MDT Property Appraisal.

Mr. Givens also suggested the CITT members be provided CITT business cards.

ADJOURNMENT

The Executive Planning Committee meeting adjourned at 2:15 p.m.

Hon. John Cosgrove, Chairman

*****MINUTES ARE IN SUMMARY FORM*****
FOR VERBATIM TRANSCRIPTIONS OF THIS MEETING PLEASE REQUEST COPIES OF
THE TAPE FROM THE MIAMI-DADE OCITT OFFICE AT 305-375-3481